

PUBLIC MEETING NOTICE AND AGENDA
VILLAGE OF HUNTLEY
VILLAGE BOARD MEETING



THURSDAY, NOVEMBER 10, 2011
7:00 P.M.
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Consent Agenda:
(All items listed under Consent Agenda have been discussed at the Committee of the Whole and may be approved/accepted by one motion)
 - a) October 13, 2011 Liquor Commission Hearing and October 13, 2011 Village Board Meeting Minutes
 - b) Approval of the November 10, 2011 Bill List in the amount of \$912,636.56
 - c) Approval of Ordinance (O)2011-11.47 – Acceptance of Goodwill Store – Offsite Public Improvements in the Kreutzer Road ROW
 - d) Approval of Ordinance (O)2011-11.48 – Acceptance of Public Improvements for Huntley Corporate Park
 - e) Approval of Payout Request #5 (Final) to Arrow Road Construction Co. – 2011 MFT Street Program
 - f) Approval of Resolution (R)2011-11.35 – Providing for the Submission to the Electors of the Village of Huntley, McHenry and Kane Counties, the Question whether the Village should have the Authority under Public Act 096-0176 to Arrange for the Supply of Electricity for its Residential and Small Commercial Retail Customers who have not Opted Out of Such Program
 - g) Accept and Place on File the 2011 Financial and Investment Reports for the Village of Huntley as of September 30, 2011
5. Discussion and Consideration of Items Removed from the Consent Agenda:
 - a) Approval of the October 20, 2011 Committee of the Whole Meeting Minutes
6. Items for Discussion and Consideration:
 - a) Resolution (R)2011-11.36 – Proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases – Christopher B. Burke Engineering, Ltd. – Estimated Fee of \$40,000.00

- b) Discussion – 2012 - 2016 Capital Improvement Plan
- 7. Village Attorney’s Report
- 8. Village Manager’s Report
- 9. Village President’s Report
- 10. Unfinished Business
- 11. New Business
- 12. Executive Session
 - a) Probable or Imminent Litigation and Pending Litigation
 - b) Contractual
 - c) Property Acquisition, Purchase, Sale or Lease of Real Estate
 - d) Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the Village of Huntley
 - e) Collective Bargaining
 - f) Appointment, Discipline or Removal Public Officers
 - g) Appointment of a Public Officer
 - h) Review of Closed Session Minutes
 - i) Other
- 13. Possible Action on any Closed Session Item
- 14. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
10987 Main Street
Huntley, IL 60142

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.



David J. Johnson, Village Manager

Agenda Item: Resolution (R)2011-11.36 – Proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases – Christopher B. Burke Engineering, Ltd. – Estimated Fee of \$40,000.00

Department: Engineering Department

Introduction

As part of the ongoing effort to improve the Village's geographical information system (GIS) starting in February of 2009, the Village has contracted with Christopher B. Burke, Ltd. to perform field surveys and create a database of Village infrastructure. The resulting GIS product is used to create utility atlases and answer resident, contractor, developer and staff inquiries about property boundaries, existing utilities, zoning and floodplain issues.

Staff Analysis

The scope of engineering services includes location of public fire hydrants, valve vaults, storm and sanitary manholes, catch basins and inlets using standard GPS and conventional surveying methods. The surveyed structure locations will be downloaded into the digital base map. CBBEL will then utilize the information collected to create a utility atlas for each major utility. The targeted areas will include the Southwind and Huntley Meadows subdivisions.

Financial Impact

The FY2011 Budget includes funding for the project in the amount of \$50,000.00 in the Water Capital Fund: 20-10-4-6905.

Legal Analysis

Not Required.

Action Requested

A motion of the Village Board to approve Resolution (R)2011-11.36 – Proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases – Christopher B. Burke Engineering, Ltd. – Estimated Fee of \$40,000.00.

Exhibits

- Proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases
- Draft Resolution

DRAFT

**RESOLUTION AUTHORIZING A
PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES TO PROVIDE ASSISTANCE
WITH THE CONTINUATION OF GIS BASE MAPS AND UTILITY ATLASES**

Christopher B. Burke Engineering, Ltd.

Resolution (R)2011-11.36

WHEREAS, the Village of Huntley has received a proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases, dated October 27, 2011; and

WHEREAS, the proposal includes location of public fire hydrants, valve vaults, storm and sanitary manholes, catch basins and inlets using standard GPS and conventional surveying methods, updating of the digital base map and creation of utility atlases; and

WHEREAS, the approved Village FY2011 Budget includes funding for the 2011 GIS program through the Water Capital Fund (\$50,000); and

WHEREAS, the Village of Huntley has reviewed the proposal submitted and has determined that it is in the best interest to enter into a contract with Christopher B. Burke Engineering, Ltd.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HUNTLEY as follows:

SECTION I: The Village of Huntley adopts and approves the execution of the Proposal for Professional Engineering Services to Provide Assistance with the Continuation of GIS Base Maps and Utility Atlases, dated October 27, 2011, for the 2011 GIS Program in the form attached hereto and a copy of which is incorporated herein.

SECTION II: The Village President and Village Clerk are authorized to execute said Proposal with Christopher B. Burke Engineering, Ltd. in an amount estimated at \$40,000.00.

SECTION III: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

SECTION IV: All Resolutions and parts of resolutions in conflict herewith are hereby repealed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Fender	_____	_____	_____	_____
Trustee Hanson	_____	_____	_____	_____
Trustee Kanakaris	_____	_____	_____	_____
Trustee Leopold	_____	_____	_____	_____
Trustee Piwko	_____	_____	_____	_____

PASSED and APPROVED this 10th day of November, 2011

APPROVED:

ATTEST :

Village President

Village Clerk

Agenda Item: **Discussion – 2012 - 2016 Capital Improvement Plan**

Department: **Village Manager's Office**

Introduction

A key component of the Village's long-range financial planning process is the Five-Year Capital Improvement Plan. The plan identifies capital spending priorities for a rolling five-year period and is reviewed annually during the budget adoption process.

Projects and expenditures identified for FY2012 are included in the proposed budget and would be approved as part of the budget. Future year projects and costs will be reviewed during the annual budget process and are subject to available funding.

Major projects for FY2012

Tollway Interchange

Remaining design engineering and the first payment for the full interchange and, as it is expected that the project will go out to bid and a contract awarded by May, 2012 is proposed at \$1,895,000 for FY2012. Per the IGA, the Village's payments for its share of the total project cost will be spread out over fiscal years 2012 through 2015.

Kreutzer Road Extension

Phase II design engineering for the Kreutzer Road Extension should be completed in FY2012, with a budgeted amount of \$300,000. The current schedule for bid letting for the project is November, 2012.

Downtown Improvements

The new Downtown Improvement Fund has been proposed to create a funding mechanism for continuing implementation of the Downtown Revitalization Plan. Projects proposed for FY2012 include a tax increment financing (TIF) Feasibility Analysis, a Façade Improvement Program, decorative banners and street name signs for the new street lights along Route 47, planning funds for a pedestrian bridge/bike path linking the east and west side of Route 47 within the downtown corridor, and streetscape improvements. The FY2012 budgeted amount for these projects is \$190,000.

Annual Street Improvement Program

Over the past three years, the Annual Street Improvement Program has been accelerated due to a favorable bid environment. In 2011, the program was augmented by additional funds from a grant from DCEO (\$150,000) and an Illinois Jobs Now allocation of \$110,847. As a result, all of the streets in the Southwind Subdivision have been reconstructed three years ahead of schedule. However, as previously presented to the Village Board, the Village's ability to continue or increase the annual funding level for the Street Improvement Program has been re-evaluated given the continued state of the economy, possible decreases in state shared revenues, and decreased revenue for capital projects. The proposed budget for FY2012 is \$600,000. The streets to be included are Cindy Jo Avenue, Bernice Avenue, Edward Avenue, Joan Avenue, and the final surface course on

Kiley Drive. Without additional revenue sources beyond the annual Motor Fuel Tax allocation, the program is planned for future years at \$650,000 to \$700,000.

Fiber Optic/Broadband Initiative

The FY2012 budget proposes an amount of \$100,000 to begin implementation of an initiative to connect to the fiber optic network along the I-90 right-of-way. Access to the network would enhance high-speed voice, data, and video communications capacity for the Village to enhance economic development opportunities in the areas adjacent to the interchange.

Exhibit

- Draft 2012 – 2016 Capital Improvement Plan

Village of Huntley
Fiscal Year 2012 Annual Budget

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

CAPITAL IMPROVEMENT PROGRAM

Capital improvement planning is an important part of the Village's long-range financial planning process. The Village Board reviews the Village's Five-Year Capital Improvement Program (CIP) annually as a part of the budget process. The CIP establishes the Village's capital spending priorities for a rolling five year time period. The CIP for 2012 to 2016 follows.

Five Year CIP by Fund with Primary Revenue Source 2012* – 2016

*To be approved with FY2012 budget; Future year projections to be reviewed during annual budget process and are subject to available funding

Total Cost refers to total Village cost for project (exclusive of any outside agency funding), which may include previously paid amounts or costs beyond FY2016

CAPITAL PROJECTS FUND						
Transfer from General Fund; One-time Revenue Surplus; Development Fees; Government Programs						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Dean St. Widening	\$110,000	\$60,000	-	-	-	-
Equipment	-	\$64,500	-	-	-	-
Algonquin Rd. Corridor	-	-	\$50,000	-	-	-
Route 47 Corridor	-	-	-	\$25,000	\$25,000	\$25,000
Pedestrian Path Planning & Extensions	-	-	\$40,000	\$50,000	\$50,000	-
TOLLWAY FUND						
Telecommunications Taxes; Transfer from General Fund; One-time Revenue Surplus						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
I-90/Rt. 47 Full Interchange	\$5,625,000	\$1,895,000	\$1,895,000	\$535,000	\$1,300,000	-
STREET IMPROVEMENT FUND						
Transfer from General Fund; One-time Revenue Surplus; Development Fees; 50/50 Programs						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
**Kreutzer Rd. Extension	\$5,300,000	\$300,000	\$3,750,000	\$1,250,000	-	-
Dean St. Widening	\$110,000	\$50,000	-	-	-	-
Reed Road Extension	\$3,360,000	\$60,000	\$300,000	\$3,000,000	-	-
50/50 Tree Program	\$100,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Kreutzer Road Lighting	\$140,000	-	\$140,000	-	-	-
**Additional \$1.5 million to be provided through Council of Mayors						

Village of Huntley
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DOWNTOWN IMPROVEMENT FUND						
New Fund in 2012 - Transfer from Municipal Buildings Fund						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
TIF Feasibility Analysis	\$50,000	\$50,000	-	-	-	-
Façade Program	On-going	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Downtown Pedestrian Bridge	\$3,050,000	\$25,000	\$25,000	\$3,000,000	-	-
Downtown Banners	\$15,000	\$15,000	-	-	-	-
Streetscape Improvements	\$700,000	\$50,000	\$200,000	\$150,000	\$300,000	-
MOTOR FUEL TAX FUND						
MFT Allotments; Special Government Programs						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Street Improvement Program	On-going	\$600,000	\$700,000	\$700,000	\$650,000	\$650,000
50/50 Sidewalk Program	On-going	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
MUNICIPAL BUILDINGS FUND						
Development Fees						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Building Upgrades	On-going	\$27,750	\$30,000	\$30,000	\$30,000	\$30,000
Fiber Optic/Broadband Initiative	On-going	\$100,000	-	-	-	-
Joint Firearms Training Range	\$100,000	\$50,000	\$50,000	-	-	-
WATER CAPITAL DEVELOPMENT FUND						
Tap-On Fees; Transfers from Operating						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
GIS Implementation	\$1,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Equipment	-	\$24,500	-	-	-	-

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WATER EQUIPMENT REPLACEMENT FUND						
Transfers from Operating and Capital						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Water Tower Maintenance Painting	\$1,450,000	\$450,000 (W. Main St, Huntley Center)	\$500,000 (Southwind)	\$500,000 (Wing Pointe)	-	-
Well Pump Maintenance	On-going	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
MXU Replacement	On-going	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Vehicles/Equipment	-	\$36,000	-	-	-	-
Information Technology Update	\$90,000	\$30,000	-	-	-	-
Equipment Replacement	-	\$27,700	-	-	-	-
SEWER CAPITAL DEVELOPMENT FUND						
Tap-On Fees; Transfers from Operating						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
East Plant Digester Domes	\$200,000	\$200,000	-	-	-	-
Phase III I-90 Lift Station	\$3,200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Equipment	-	\$12,000	-	-	-	-
SEWER EQUIPMENT REPLACEMENT FUND						
Transfers from Operating and Capital						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
East Wastewater Treatment Plant Improvements	-	\$10,000	\$85,000	\$250,000	\$200,000	-
West Wastewater Treatment Plant Improvements	-	\$14,500	\$150,000	\$150,000	\$200,000	\$200,000
Sewer Lining Program	On-going	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Pump Maintenance	On-going	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Vehicles	-	\$32,000	-	-	-	-
Information Technology Update	\$90,000	\$30,000	-	-	-	-
Annual Sewer Line Televising	On-going	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Equipment	-	\$5,000	-	-	-	-

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ROAD AND BRIDGE FUND						
Property Tax						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Bridge Inspections	On-going	\$10,000	-	\$10,000	-	\$10,000
Pavement Management	On-going	\$90,000	\$100,000	\$90,000	\$100,000	\$90,000
CEMETERY FUND						
Property Tax						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Drive Resurfacing	\$45,000	\$45,000	-	-	-	-
Columbarium	\$45,000	\$45,000	-	-	-	-
EQUIPMENT REPLACEMENT FUND						
Transfers in from Operating						
Project	Total Cost	FY12	FY13	FY14	FY15	FY16
Vehicles	-	\$187,000	-	-	-	-
Information Technology Update	\$90,000	\$30,000	-	-	-	-

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